

THE RHODE ISLAND DEPARTMENT OF ADMINISTRATION

INVITATION TO SUBMIT LEASE PROPOSALS RELATED TO RENTAL OF OFFICE SPACE FOR THE DEPARTMENT OF BUSINESS REGULATION AND ASSOCIATED PARKING FACILITIES LP 107

The Rhode Island Department of Administration, in order to secure administrative office space for the Department of Business Regulation (“DBR”) invites lease proposals from interested principals only.

A **mandatory** pre-bid Informational Conference will be held on May 24th, 2006.

Pre-Bid Informational Conference

Date: May 24th, 2006
Time: 10:00 a.m.
Location: One Capitol Hill, Providence, R.I.
Conference Room C – Second Floor

A Disclosure Certificate must be submitted to the Department of Administration at the scheduled Informational Conference. Disclosure Certificates, the Information Conference/Specifications Booklet and the State of Rhode Island Standard Lease can be obtained by contacting Marlene McCarthy-Tuohy at the R.I. Department of Administration, Office of Capital Projects and Property Management at 401 222-1285.

Lease proposal should be addressed to facilities, which are;

- 1) Located in Rhode Island, preferably in the Greater Providence Area, serviced by public transportation, visible to the public and in close proximity to major highways.
- 2) Contains approximately 45,000 square feet, of usable continuous office space to include the following: private offices, computer lab, supply area, other related work areas; conference rooms; office kitchenettes (to include refrigeration for food and ventilation capabilities); facility lunchroom, reception area, public and private restrooms; and storage area.. In addition, one training room and two large hearing rooms will be required, one of which must be configured in a “courtroom” setting for administrative and regulatory hearings. A conceptual program layout will be provided at the informational conference.
- 3) The lessor must provide a minimum of 150 dedicated parking spaces located adjacent to the facility, which shall be included in the cost per square foot. Preference is for parking spaces next to the building. This lighted parking area will include handicapped spaces as required by code.
- 4) The lessor must provide water, sewer, heat, air conditioning, electricity, snow and ice removal, shared delivery/loading area, fire alarm and sprinkler system, security alarm system, on-site full-time janitorial service, pest control services, building maintenance, trash and rubbish removal, recycling services, telecommunications/data category 6 wiring, wall-mounted voice, data and power with workstation floor access, window blinds and interior window drapery, signage for interior and exterior; and the lessor shall further provide a modular furniture system for personnel not assigned to offices, all of which shall be included in the square foot rental charge.
- 5) A percentage of the facility must have operable windows and/or include a humidification system as part of the HVAC system. The HVAC system must be tested twice per year to insure adherence to OSHA standards. All of the above-referenced requirements must be included in the square foot rental charge.

- 6) Must be in strict compliance with all the appropriate local, state and federal codes, including but not limited to the Americans With Disabilities Act of 1991, the Rhode Island Fire Code, the Architectural Barriers Act of 1968, the Rehabilitation Act of 1973, and the Rhode Island General Laws, as amended and reenacted (37-8-15) for access for the physically handicapped, and those relating to hazardous substance, hazardous wastes, and lead and asbestos abatement.
- 7) Must comply with energy efficient standards and program requirements of the Statewide Energy Conservation Office and Section (37-8-17) of the Rhode Island General Laws.
- 8) The lessor must provide architectural and interior design services to develop office layout and renovation for occupancy of the leased premises. All preparations, build-out and/or renovations to the premises shall be provided at no additional cost to the lessee. The lessor must comply with all laws related to the prevailing wage rate and R.I.G.L. 37-14.1 (Minority Business Enterprises) for all build-out renovation and/or refurbishing work.
- 9) The leased premises must be available for occupancy with build-out renovation and/or refurbishing by the lessor no later than April 1, 2007.
- 10) Present a lease that includes the following:
 - 1) a ten (10) year term/ten (10) year option
 - 2) include a one-year cancellation clause
- 11) The lessor must propose level monthly rent payments, all-inclusive for the first term. A rent increase may be negotiated for the optional renewal term.

This advertisement does not constitute an offer on the part of the State of Rhode Island, but it is placed in order to invite proposals for office quarters as described. The Department of Administration reserves the right to reject any and all proposals for any reason deemed not to be in the State's best interest, including, without limitation, the availability of funding.